



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

July 9, 1998

John F. Scruggs, Treasurer
Burson-Marsteller Political Action Committee
1801 K Street, NW, Suite 901-L
Washington, DC 20006

Identification Number: C00201863

Reference: April Quarterly Report (1/1/98-3/31/98)

Dear Mr. Scruggs:

This letter is to inform you that as of July 8, 1998, the Commission has not received your response to our request for additional information, dated June 17, 1998. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Debbie Manzano on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,

A handwritten signature in dark ink, appearing to read "John D. Gibson", is written over the typed name.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
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RQ-2

John F. Scruggs, Treasurer
Burson-Marsteller Political Action Committee
1801 K Street, NW, Suite 901-L
Washington, DC 20006

JUN 17 1998

Identification Number: C00201863

Reference: April Quarterly Report (1/1/98-3/31/98)

Dear Mr. Scruggs:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The beginning cash balance of this report should equal the ending balance of your 1997 Year End Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

Debbie Manzano

Debbie Manzano
Senior Reports Analyst
Reports Analysis Division

